KSIS Notification: February 2013 DC File - Enhancement to SSID Matching Algorithm

Subject	**KSIS Notification: February 2013 DC File - Enhancement to SSID Matching Algorithm**
From	Jenkins, Becky - Division of Enterprise Data
To	All State KSIS Contacts
Sent	Wednesday, February 06, 2013 12:44 PM

KSIS POC:

The email below was sent to School Nutrition Directors from the Division of School and Community Nutrition. Please share with other appropriate district personnel as needed.

From: Blunt, Brad - Division of School and Community Nutrition
Sent: Monday, February 04, 2013 11:37 AM
To: All State School Nutrition Directors
Subject: February 2013 DC File - Enhancement to SSID Matching Algorithm

Dear SNP Sponsor:

The February 2013 DC file for KTAP/SNAP/Medicaid is now available. We are waiting on the foster DC file to be updated. Shown below is important information on the DC file.

File Availability
Please note that we receive 2 sets of files from CHFS: the KTAP/SNAP/Medicaid and the foster file. These files arrive from different agencies within CHFS, and thus we process them separately. An email notification is sent when each file is available for download (see example below):

Hello!

A new Kentucky School Nutrition Direct Certification KTAP/SNAP/Medicaid file is now available for download containing data as of FEBRUARY 02, 2013.

Log in at https://applications.education.ky.gov/Login to retrieve this file.

Note this message comes from an unattended mailbox. For policy issues with SCN Direct Certification, contact Jennifer Langfels.

Based on this please notice that only the KTAP/SNAP/Medicaid file is now available to download. We push out each file when it's ready so as not to delay districts in downloading the DC files.

Districts can always determine which files are available to download by reviewing the file update information on the SCN DC download site:

| Current Files - | Current KTAP/SNAP/Medicaid and Foster participants from your assigned counties | Direct |
| History Files - | All KTAP/SNAP/Medicaid and Foster participants since July 1st from your currently assigned counties | |

KTAP/SNAP/Medicaid - Last Updated **Saturday, February 02, 2013** ⇐

FOSTER - Last Updated **Wednesday, January 09, 2013** ⇐

Improved SSID Matching

The Office of KIDS has improved the assignment of student SSIDs to the DC file. This will help districts identify more students as DC, especially in regards to students without an SSN given to them. Improvements to the matching algorithm include:

- Standardization on apostrophes, hyphens and spaces
- Elimination of suffixes (Jr., Sr., II, III, etc.)
- Allowance for truncation on last name: CHFS only provides us with the first 15 characters

The DC download file itself remains *unchanged*: you will simply see more students with SSIDs assigned to them.

Frequently Asked Questions

Q: *How will the improved algorithm benefit the districts if they do the DC matching process based on SSN?*
A: Any student with an SSID on the DC file had a match to the statewide student information system. Since not every child has an SSN keyed into your POS, you can locate students with an SSID to determine if they should be marked as DC during a manual review process.

Q: *What is the best means to match against the DC file?*
A: SSN. But please see the note below.

Q: *Why would I use SSID to match against the DC file?*
A: The key reasons would be: 1) Your POS system does not store SSN; 2) Students may not have an SSN. If you are able to import the DC file using both SSN and SSID (i.e., doing the import twice) then that would be best.

Q: *What enhancements are possible for the future?*
A: We are researching the possibility of using name matching software to improve the SSID matching process. More information on the results of those efforts should be available in the coming months.

Q: *Information from IC (e.g., SSN) may be missing or inaccurate. What is SCN doing about that?*
We have worked with KDE to incorporate new data standards: encouraging districts to key in SSN for all primary and secondary students and provide guidance to districts on consistency for student first and last names. These data standards have been published and communicated out to the districts.

Please let me know if we can do anything for you to make your work easier.

Best regards,
Brad

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